

81-2689/1

31 October 1981

MEMORANDUM FOR: Director, National Foreign Assessment Center
Deputy Director for Operations
Deputy Director for Science and Technology
Deputy Director for Administration
Director of Personnel

FROM : Deputy Director of Central Intelligence

SUBJECT : CIA Emergency Planning

1. The Agency needs to focus attention on emergency planning and to develop a coherent and practical approach to the maintenance (and relocation or reconstitution, if necessary) of essential functions under emergency conditions. In this context, "emergency conditions" are defined as those circumstances which significantly disrupt the Agency's capability to maintain essential intelligence and operational activities and which would require a substantial reallocation of effort, relocation of personnel and facilities, or reconstitution of vital activities which have been rendered inoperable by war, terrorist attack, or natural disaster. To bring focus to this, I have assigned responsibility for emergency planning to the Chief, Planning Staff, Office of Policy and Planning and have asked him to work with your representative in preparing an Agency plan for the continuity of essential functions under emergency conditions. This plan should:



I have asked that a concept paper on this plan be prepared for Executive Committee review by 1 March 1982 and that the plan itself be completed by 1 August 1982. The Chief, Planning Staff, plans to use the Interdirectorate Planning Group, augmented by such other officers as may be required, to serve as the Agency's Emergency Planning Committee in the preparation of this plan.



SECRET

25X1


25X1

SECRET

2. Other Intelligence Community program managers are responsible for emergency planning and support to the NIESS for those activities under their managerial control. Since some of those activities involve CIA participation, the emergency planning responsibilities for these will need to be clarified. The Chief, Planning Staff, will work with your representatives and with the planning officers of other Intelligence Community organizations to ensure that there is an agreed division of responsibilities in this area and that our planning provides for appropriate mutual support to other Intelligence Community activities.

3. In order that CIA is represented on an Agency-wide basis to other organizations involved in emergency planning, I am centralizing the coordination of Agency support to the emergency and war planning of the DoD, FEMA, and NIEPS in the Planning Staff. However, this does not change your responsibilities and relationships for peacetime coordination of intelligence, operational, or support matters with established focal points in other agencies. Those matters that would involve a significant reallocation of Agency effort, substantial relocation of Agency personnel or facilities, or would otherwise significantly affect the Agency's capability to carry out its mission under emergency conditions should be coordinated with the Planning Staff.

25X1


B. R. INMAN
Admiral, U.S. Navy

cc: D/ICS
Comptroller
NIO/W
D/NIEPS

SECRET